



Department of Finance
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C O R R E C T I O N

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DATE 10/20/16

BUYER Gregory S. Algie

CORRECTION NUMBER 3

ORIGINAL INVITATION DATE 10/6/16

Your attention is called on an "Invitation to Bid" mailed from this office under the below reference number and on which it is found necessary to make the following correction.

This correction should be considered in submitting your proposal and should be attached to the original "Invitation to Bid" and made a part thereof.

<u>ITEM DESCRIPTION</u>	<u>REFERENCE NUMBER</u>	<u>BIDS DUE</u>
ARCHITECTURAL SERVICES / MEP SERVICES FOR RENOVATION OF THE HIRSCH RECREATION CENTER	RFP486CRCHIRSCH	October 28, 2016

Questions & Answers

Has there been any round of questions and responses from you that we missed? If so, are you able to email those to me? [No. But there is a meeting on 10/20/16 at 10 AM at the site. Please see Correction 1 in Open Data for revised timetable.](#)

What time on 10-20-2016 are questions due and when will you respond? [Noon.](#)

The RFP states that the survey and civil engineer will be under contract with the city. Who will be the civil engineer and what is the timing of the survey and parking/site work strategy relative to when the architectural contract is awarded? [The survey has been completed. The civil engineer that is currently working on the parking layout is employed by the city. We anticipate hiring an outside consultant for site utilities and storm-water detention work.](#)

To what extent do you anticipate that the architect will be involved in the zoning appeal? Will the civil engineer be communicating with the city and submitting the application to the city prior to the selection of the architect? Have the variances been determined already? [The architect and the civil engineer must work together. The current intended variance is the size of the parking lot. The current parking lot is not adequate](#)

for the size of the existing center based on the current zoning code. The intention is that the center will be expanded in size requiring additional parking. The architect will need to coordinate the size of the expansion and the location on site of the addition with the civil engineer. A design plan will need to be submitted to the building department showing the proposed addition and the proposed parking lot along with the appropriate calculations.

The RFP states that a structural engineer will be under contract with the city. What is the rationale for this and who will be the structural engineer? [The structural engineer has not been determined yet for the project. The rationale is a cost control on the project.](#)

The RFP states that the construction budget is to be determined during the Design Development phase. The architect is responsible for providing a cost estimate at the SD and DD phase – will this determine the construction budget? The RFP states that during the CD phase, the design will be adjusted to comply with the established budget. It seems like a construction budget will need to be determined by the city prior to any schematic design work. Thoughts? [Recreation is currently finalizing the budget number for the project. We are hoping to have the number for the pre submission meeting.](#)

The RFP refers to 3D views using Revit software. Are Autocad CD drawings acceptable, with a Sketchup model? [Revit has become the industry standard and the direction that CRC is moving towards.](#)

Will the building be used for both a daycare and recreation space by separate users? [Daycare users must be kept separated from recreational users doing their stay as part of the daycare or easily identifiable doing a mixed event such as open swim. The recreation staff will program both groups of users.](#)

Will the kitchen be a full commercial kitchen? Does the city have a kitchen consultant or should we plan on including the equipment selection in our fee? [The proposed kitchen is not a full commercial kitchen. The kitchen is of limited scope that is used with a seniors' meals program. The consultant will be responsible for supplying the needed utilities for the equipment that CRC selects. The 3 compartment sink and hand sink as well as the grease trap are to be specified for inclusion in the contract.](#)

Is the MBE and WBE percentages a requirement or a 'goal'. [They are the set goals as stated in the document and serve as part of the award criteria. If you have specific questions in regards to the MBE / WBE Subcontracting Goal documents, you are welcome to reach out to DEI at 513.352.3144 as noted in the document.](#)

Should Attachments 2, 5, 6, and 7 just been included in our response as they are in the RFP – not filled out-for reference only? [As stated, Attachments 2,5,6, & 7 are not required to be returned at this time. If you would like to submit Attachments 2 & 5 at the time of submitting your proposal you are welcome to do so. If you are the successful proposer, you would need to submit Attachments 2 & 5 prior to being awarded a contract.](#)

Does the 25 pages maximum include the forms that are required to be included? [The 25 page limit includes all items listed on page 11 of the RFP. The forms not listed on page 11 are considered additional information not required by the selection committee but are required by other city agencies.](#)